

**Minutes of Meeting
Grafton Planning Board
October 27, 2014**

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GRAFTON, MA

A regular meeting of the Grafton Planning Board was held on October 27, 2014 in Conference Room A at the Grafton Municipal Center, 30 Providence Road, Grafton, MA. Present for the meeting were Chairman David Robbins, Vice-Chair Michael Scully, Clerk Sargon Hanna, Robert Hassinger, Linda Hassinger and Associate Member Andrew Clarke. Staff present was Town Planner Joseph Laydon, Assistant Planner Ann Morgan.

Chairman Robbins called the meeting to order at 7:00 p.m.

1. PUBLIC INPUT

None.

ITEM 2A: CONSIDER DECISION – PROJECT PLAN REVIEW - SUNEDISON, LLC (APPLICANT) – TUFTS UNIVERSITY / CUMMINGS SCHOOL OF VETERINARY MEDICINE / TRUSTEES OF TUFTS COLLEGE (OWNER) – 2 MW SOLAR PV ARRAY – EAST CAMPUS KNOLL SITE

The Board reviewed the draft decision and made three edits.

MOTION by Mr. Hanna, **SECOND** by Mr. Hassinger to make favorable findings F1 through F24. **MOTION** carried unanimously 5 to 0.

MOTION by Mr. Hanna, **SECOND** by Mr. Hassinger, to approve the Project Plan Review with the findings and conditions as discussed and amended. **MOTION** carried unanimously 5 to 0.

ACTION ITEM 2B: REQUEST FOR DETERMINATION OF MINOR MODIFICATION TO SPECIAL PERMIT SP1999-10 & SITE PLAN APPROVAL – NEW CINGULAR WIRELESS, LLC (APPLICANT) – WYMAN GORDON CORPORATION (OWNER) – MICROWAVE DISH UPGRADE – 244 WORCESTER STREET

The Applicant was not in attendance to present the application. The Board tabled the item until later in the meeting to give the Applicant more time to arrive.

ITEM 2C: RECOMMENDATION TO BOARD OF SELECTMEN – REMOVAL OF PORTION OF LAND FROM CHAPTER 61A – 43 ESTABROOK AVENUE – KNOWLTON FARM NOMINEE TRUST

The request for Planning Board recommendation was reviewed. It was noted that this request was for the portion of the lot related to Phase II of the solar project recently approved by the Board. Mr. Hassinger noted that a similar request was made for the property where Phase I of the project was approved by the Board and has been since been constructed. After discussion it was determined that the land relating to the current request did not possess any unique characteristics to warrant pursuing its purchase.

MOTION by Mr. Hassinger, **SECOND** by Mr. Scully to recommend to the Board of Selectmen that the Town not exercise its right of first refusal to purchase this property. **MOTION** carried unanimously 5 to 0.

3. STAFF REPORT

Mr. Laydon reviewed the current work effort in the office. Learning and reorganizing the office systems has taken a lot of time as there has been no replacement for Donna Kinchla since her retirement. Several projects had been put aside during the busy fall season due to work items related to Town Meeting and the first Annual Business Breakfast. In addition there's been an increase in application submissions which has caused the staff to spend extra time in processing and meeting with Applicants.

Installation of the decorative lights on the Main Street bridge in South Grafton is moving slowly. The last bid process only resulted in one response which was over budget. The decision was made to readvertise in November to see if the contractor market was more competitive and if more reasonable quotes could be obtained.

Mr. Laydon noted that D&F Afonso has resubmitted the Village at Institute Road subdivision. He has scheduled a site walk on October 31st with the applicant. Issues of interest and concern are the varied site topography, sight lines along Institute Road and the identification of heritage trees as defined by Grafton's Public Shade Tree By-law.

Mr. Hassinger raised some concerns about the public information process leading up and the night of Town Meeting with regards to the sign by-law warrant articles. Issues raised included the use of social media, the development of informational hand outs well in advance of the meeting and better use of the Town's website. The Board agreed that a more thought out process needs to be agreed upon earlier to allow for a more comprehensive outreach program well in advance of Town Meeting.

4. BILLS

The bills were circulated and signed.

5. MINUTES OF PREVIOUS MEETINGS

MOTION by Mr. Scully, **SECOND** by Mrs. Hassinger, to approve the open session minutes of October 6, 2014 with the corrections noted. **MOTION** carried unanimously 5 to 0.

MOTION by Scully, **SECOND** by Mrs. Hassinger to approve the open session minutes of October 20, 2014. **MOTION** carried unanimously 5 to 0.

6. CORRESPONDENCE

Mr. Laydon noted that the Board of Selectmen had submitted a letter of support for the Worcester Street PNF application. The application packet has been submitted to the MassDOT District 3 office.

**PUBLIC HEARING 10A: SCENIC ROAD PERMIT (SRP 2014-1) – MICHAEL J. POLSELLI
(APPLICANT) – KEITH HILL PROPERTIES (OWNER) – RESTORATION OF STONE
WALL – 161-163 KEITH HILL ROAD**

Mr. Hanna read the legal notice and Chairman Robbins opened the public hearing. Present for the hearing was Michael Polsell to present the application. He reviewed the work to date noting that the lots at 161 and 163 Keith Hill Road were being developed as single family house lots. The Town Planner noted that the stone wall had been dismantled prior to the filing of a Scenic Road application and was discovered by Town staff after a resident had called the office to question the work in progress. The Applicant stated he was unaware that the contractor would dismantle so much of the stone wall but that the stones were being stockpiled on site. Site preparation required removing a portion of the stone wall along the frontage of both lots. He stated that he planned to install a new stone wall along and added that part of that plan would address long standing drainage issues which have been problematic in that area especially in the winter when icing occurs in the street. The plan will include the installation of 100 feet of new stone wall, grading of the natural berm, and installation of stone rip rap along the drainage culvert. Mr. Polsell noted that he was the immediate abutter to the east and wanted to solve the long term drainage problem in front of his house as well as the two new lots.

The Board noted that the applicant had not submitted a formal plan showing the extent of the work particularly as it related to the Town's right of way. There was some general discussion about the nature of the right of way along this stretch of roadway as the pavement doesn't always run down the center of it. The Board was unable to determine if there a formal layout exists for Keith Hill Road and wanted more information about it before proceeding. Staff was directed to solicit input from the Highway Department. Mr. Laydon noted that the Building Department had issued a building permit for the construction of the houses and that the Department of Public Works had issued a driveway permit for both lots without first requiring a Scenic Road Permit.

The issue of the stone wall was reviewed. Site photos and site visits show remains of the wall still on site. The wall was fairly well deteriorated over time due to tree and underbrush growth that caused it to deteriorate over many years. Mr. Polsell stated that his intent was to create a new, dry stack stone wall along the whole frontage once lot development was complete. Mr. Robbins noted that it was important to restore the frontage in a manner that was in keeping with the style and historic character inherent in scenic roads.

That Board reviewed comments received from the Board of Assessors noting that there was a legal dispute regarding the western lot line of 163 Keith Hill Road. The Applicant stated that they were in court with the abutter to resolve a long standing, historical property line dispute. The Board noted that the court proceedings did not preclude the Applicant from pursuing the Scenic Road Permits at this time as they were separate matters.

Highway Superintendent and Tree Warden David Crouse joined the meeting and was asked to speak to the issues of drainage and right of way. He confirmed the Applicant's statement about water sheeting and icing across Keith Hill Road and that there was a drainage problem noting that he would be supportive of a solution. He wasn't sure about the location of the right of way or if a formal lay out existed. Mr. Crouse stated that he would need more information including a plan as well as a site visit to better evaluate the situation. Mr. Laydon stated that he would work with the Applicant and Mr. Crouse to ensure that a plan was submitted.

The Board heard testimony from the following:

- Karen Vincent – 154 Keith Hill Road. Ms. Vincent noted that she lived across the street and reiterated the need to address the icing that occurs on that stretch of road. She said that she'd like to see more information the height of the new wall and how far set back it will be. With regards to drainage she expressed concern about the use of rip rap noting that this material has been used before in the area and houses were vandalized by someone throwing it through windows.
- Linda Scianna – 23 Summerfield Drive. Ms. Scianna asked if any of the work regarding drainage would lower the existing grade on the lots which about her development. She expressed concern about additional water running onto her property. Mr. Laydon noted that the Conservation Commission would have required a stormwater permit if the site work at 161-163 Keith Hill Road significantly impacted the existing conditions. Mr. Robbins noted that the Planning Board was only able to address issues pertaining to the Scenic Road application.

Mr. Laydon stated that additional work and coordination were required between the Town staff and the applicant to answer questions and address issues raised. Mr. Hassinger asked that part of that work include reviewing future plans to ensure whatever is proposed is consistent with those plans. The Applicant agreed that a continuance would be acceptable and would work with the Town.

MOTION by Mr. Hassinger, **SECOND** by Mr. Scully to continue the public hearing to November 10, 2014 at 7:30 p.m. for the purposes of receiving more information. **MOTION** carried unanimously 5 to 0.

PUBLIC HEARING 10B: SCENIC ROAD PERMIT (SRP 2014-1) – NATIONAL GRID – MULTIPLE LOCATIONS

Mr. Hanna read the legal notice and Chairman Robbins opened the public hearing. Present for the hearing was Mr. Eric Gemboys of National Grid to present the application. Mr. Gemboys is a certified arborist. The application was reviewed and slide presentation was review which detailed each tree, its condition and course of action. National Grid is requesting this tree work so that they can improve their lines and upgrade their delivery system. A total of 16 trees were reviewed. Fourteen were shown to be diseased and /or dead for which removal was recommended. Crown pruning was recommended for the tree at 20 Meadowbrook Road and the tree at the intersection of Merriam and Meadowbrook Roads. Mr. Laydon noted that he had worked with the Applicant and Tree Warden Dave Crouse to mark the trees and reviewed each on out in the field. Mr. Crouse added that he had the chance to speak with some of the area residents when they went out to the tree locations. After reviewing the analysis Mr. Crouse stated that he was in agreement with the Applicants recommendations and supported the application.

Carlton Martin of 40 Meadowbrook Road was concerned about the large tree located directly across the street from him on the corner of Meadowbrook and Merriam Roads. Mr. Gemboys reiterated that they would only be pruning the crown of the tree and that they were not requesting to cut it down.

Helen Cheney of 81 Merriam Road raised concern about the deterioration of scenic roads with all the proposed cutting and asked if there were any other alternatives to cutting so many trees at once. It was noted that trees have a natural life cycle and eventually die. Each of the 14 trees proposed for

cutting would become a safety hazard not only to the lines and poles but to the pedestrian and vehicular traffic along these roads. Some of the trees have been problematic for a number of years in that limbs have taken down lines and caused disruption of service. Mr. Laydon added that he and the Tree Warden had worked very closely with the Applicant to ensure that each evaluation was correct and the recommended course of action was in the best interests of public safety.

MOTION by Mr. Hanna, **SECOND** by Mr. Hassinger to close the public hearing. **MOTION** carried unanimously 5 to 0.

MOTION by Mr. Hanna, **SECOND** by Mr. Hassinger to direct staff to prepare a draft decision taking into account all the material submitted and information gathered at the public hearing. **MOTION** carried unanimously 5 to 0.

PUBLIC HEARING 10C: SPECIAL PERMIT (SP 2014-9) – BORREGO SOLAR (APPLICANT) – CRISTY PEASE (OWNER) – SOLAR FARM – 79 OLD UPTON ROAD

Mr. Hanna read the legal notice and Chairman Robbins opened the public hearing. Mr. Steve Borrego of Borrego Solar and Mr. T. J. Murphy were present to review the application. He presented an overview of the project which would include the use of three acres of the existing site which now includes a single family home and two barns. The solar development would be owned by National Grid and will not be used to sell power back to the grid and therefore is not a commercial venture to benefit the property owner. Taxes will be paid to the Town and there will be no Power Purchase Agreement. National Grid will own the project and will be using this facility to evaluate the viability and impacts of small solar fields on the local network. The project will consist of panels mounted on racks with underground wiring that connects to an underground line leaving the fenced in compound. Once outside the compound the underground line will be brought above ground and carried on four poles along the access road to Old Upton Road where it will connect to the existing overhead system on the other side of the street at 90 Old Upton Road. Mr. Borrego noted that they had reviewed the plans with the Fire Department and that the Conservation Commission has approved their stormwater permit. Mr. Borrego reviewed the application based on the site plan submission requirements of the Zoning By-Law.

There was a discussion about screening and buffering as follows:

- Poles – the Board asked the Applicant to investigate a fully underground system with no above ground poles. Mr. Lee Robinson, an area neighbor, had submitted comments objecting to a number of items including the poles. Mr. Borrego stated that he had not seen those comments. Mr. Murphy stated that they would have to discuss the issue with National Grid.
- Existing hedgerow on site – the Applicant stated that they plan to remove the hedgerow to allow for more space within the solar panel compound but that the proposed planting plan would provide the necessary screening. Mr. Hassinger disagreed stating that the current hedgerow was very dense and likely a more effective screen.
- Fencing – the plan calls for a six foot chain link fence with barbed wire toppers to surround the compound which some felt would have a negative visual impact. The Applicant was asked to consider rearranging the arrays to have the security fence behind the hedgerow and tall trees to provide more visual screening. Mr. Murphy stated that the height of those trees would create too much shade to make the project viable. He reviewed the set back and sun exposure parameters in relation to the site conditions.

Mr. Hassinger stated that he would like the Applicant to submit vertical cross sections along the frontage to better assess the sight lines. Mr. Robbins noted that the Applicant needs to fully screen the project from the immediate abutters across the street on the south and to the east.

Attorney Joseph Antonellis, representing John & Claire Haggerty of 90 Old Upton Road and immediate abutters across the street, presented a list of questions / concerns including the following:

- Sound – requesting information about the types permanent apparatus and the anticipated decibel levels.
- Poles – requesting no new poles directly in front of 90 Old Upton Road.
- Bond / Surety – want more information regarding decommissioning and long term maintenance surety.
- Lighting – will there be any security lighting and will it be motion sensitive? How sensitive will the monitors be? Will they be triggered by area wildlife?
- Screening – a major concern. He requested that the Applicant provide some visualization studies from the Haggerty's front yard.
- Fencing – requested that it be coated in black and non-reflective.
- Construction Period storage and parking – requested that areas be screened

Mr. James Padula, 7 Browns Road and immediate abutter to the east, raised concerns about screening as well noting that the plan showed much of the existing vegetation was due to be removed. He noted that the panels are tilted to a maximum height of ten feet and that the security fence surrounding it would also be visible. Mr. Padula asked that the Applicant resubmit the landscaping plan to provide maximum screening from property so that the project would not be visible at all. Mr. Murphy noted that there is a cart path, owned by Ms. Pease of 79 Old Upton Road, that runs between the two properties and that she is at liberty do what she wants with that vegetation. Mr. Padula also questioned the validity of the project based on the zoning. Mr. Murphy noted that it was an allowed use in the zone with the issuance of a special permit.

Mr. Murphy stated that they would work to answer the Board questions and provide new material including elevations, pole placement, underground delivery system, noise testing, security light motion sensitivity and issues raised by the Haggertys. -

MOTION by Mr. Hanna, **SECOND** by Mrs. Hasinger to accept the Applicant's written request to continue the hearing to November 10, 2014 at 7:30 p.m. **MOTION** carried unanimously 5 to 0.

ACTION ITEM 2B: REQUEST FOR DETERMINATION OF MINOR MODIFICATION TO SPECIAL PERMIT SP1999-10 & SITE PLAN APPROVAL – NEW CINGULAR WIRELESS, LLC (APPLICANT) – WYMAN GORDON CORPORATION (OWNER) – MICROWAVE DISH UPGRADE – 244 WORCESTER STREET

Mr. Robbins asked that the Board make a decision on how to proceed in the continued absence of the Applicant so late in the evening. Mr. Hassinger noted that he was concerned about the Applicant's lack of representation and that it is beneficial to have someone present to answer questions.

MOTION by Mr. Scully, **SECOND** by Mr. Hassinger, to defer action on this item. **MOTION** carried 4-1 by roll call vote: Scully - AYE; R. Hassinger - AYE; Robbins - AYE; Hanna - NAY; L. Hassinger – AYE.

**PUBLIC HEARING 10D: MAJOR RESIDENTIAL SPECIAL PERMIT (MRSP 2014-4)
“GRAFTON HILL” SUBDIVISION – WESTERLY SIDE GRAFTON LLC, (APPLICANT) –
WESTERLY SIDE GRAFTON LLC, ROCKY ROAD REALTY TRUST; ROBERT B.
MCINNIS & ABBY MCINNIS TRUST; & OLIVE SIMONO, (OWNERS) – CONT. FROM
9/22/14**

Attorney Joseph Antonellis, George Connors of Cornerstone Engineering and Brian McCann of Hill Financial were present to present project information and to answer questions. Mr. Antonellis reviewed the work items completed since the last meeting along with an overview of the project as presented to the Board to date. He stated that the Applicant will be seeking to pursue the Flexible Plan with a single entrance off of North Street. He reviewed the waiver requests noting that the Applicant hopes that the open space and affordable housing options would be enough to offset those requests. Mr. Antonellis reviewed the affordable housing component which includes the donation of 3.9 acres off of Worcester Street and 5 units (10% of the total number of units) within the proposed subdivision. Mr. Antonellis noted that the plan more than exceeds the open space requirement for a flexible plan (38.5 acres of which 28.8 acres is upland). The plan includes passive and active recreation including ball field with access between lots 16 & 17 noting that there would be room for an access drive leading to the ball field. Mr. Connors stated that they had met with the Fire Department, Department of Public Works and the Planning Department staff and that the plans had been revised over time to reflect any concerns raised and in particular the design of the single entrance off of North Street. Both the DPW and the Fire Department had expressed preference for the single entrance design for safety and plowing reasons. He outlined the issues raised about the grading between the two internal intersections noting that the Fire Department noted their preference for a 5% grade.

Mr. Hassinger asked about the proposed width of the roadway noting that 24 feet may not be wide enough citing other developments in Town where that width had proven problematic. He further noted that the 200 foot distance between the two internal intersections presented a significant deviation from the intersection offset requirement and that the waiver request would be problematic. An additional waiver for the distance from the entrance to the furthest point of the cul de sac (main roadway) far exceeded the maximum requirement and that, too, would be a problematic waiver request. Mr. Hassinger expressed his concern that these waiver requests had not been adequately documented. Additional concerns raised included: who would build the infrastructure for the active recreation such as the ball field, parking and access road; and how those facilities would be used / managed in the future. He asked if the affordable housing plan for the acreage off of Worcester Street was viable. Mr. Connors noted that the unit plan as presented was just conceptual at this stage. Mr. Hassinger wanted to know why the proposed access roadway had not been staked as previously requested. Mr. Connors stated that it had been staked in two places noting that they would restake it in the event that the previous markers had been removed.

MOTION to extend the meeting past 10:00 p.m. as is the Board's regular practice was made by Mr. Hassinger, seconded by Mrs. Hassinger. Motion passed 4-1 by roll call vote: Scully – NAY; R. Hassinger – AYE; Robbins – AYE; Hanna – AYE; L. Hassinger – AYE.

Mr. Laydon reviewed the new single entrance redesign from the previous double barreled design presented to the Board. The redesign came about as a result of input from multiple town departments with an eye towards public safety, utilities, and emergency access. It was noted that the single entrance was preferred over any design that included an “island” including the previous double barreled option which creates a challenging situation for snow plows and snow piling areas. A “T” stop intersection of the main access roadway with the internal loop was preferred for vehicular and pedestrian safety. Open space and recreation details would have to be worked out at the definitive plan stage.

The Board asked about sewer. Mr. Antonellis stated that they were working on several easement options with neighbors and that no pump station would be part of the final plan as requested by the Sewer Department. It will be a gravity fed system which will connect into the existing infrastructure. Details will be forthcoming once final easement arrangements have been determined. Mr. McCann stated that they are working with the Grafton and Upton Railroad to secure a utility crossing easement to cross under the tracks and down the hill to tie into the system at Carroll Road. When asked Mr. Antonellis stated that there is enough capacity to accommodate the flows from the proposed subdivision.

The issue of the proposed open space and recreation was raised and members of the Board wanted to know who would be responsible for owning, managing and maintaining these areas. Mr. Robbins noted that these issues would be part of the definitive plan process if the project should proceed. Mr. Hassinger pointed out that the Applicant has to demonstrate that the open space and affordable housing components were of a significant enough public benefit to justify the waiver requests. Mr. Scully raised concerns about public safety at the railroad crossing as it relates to the proposed ball field and walking trails. Mr. Connors noted that they were anticipating using the historic cattle crossing under the tracks for access to trails. The question of maintenance of that crossing was raised along with emergency access. Would fencing along either side of the railroad tracks be necessary to prevent people from walking over or along the tracks? Mr. Connors noted that it was unlikely that fencing would be allowed by the railroad. Mr. Antonellis stated that the Applicant did have an agreement with the railroad for an at-grade crossing but only for the development of an internal subdivision road which is part of the proposed conventional plan which they do not plan to pursue.

The Board noted that there was a need for additional information including documentation about the internal roadway intersections with respect to grades and distances, additional conceptual information about the affordable housing plan including traffic impacts, the railroad crossing and the recreational amenities. He noted that much of that information had been discussed in meetings but that actual documentation for the files would be needed. Mr. Scully asked for additional details about the use of the cattle crossing for trails and the maintenance thereof. It was further requested that the Applicant ask Mr. Edward Prisky, Chairm of the Grafton Affordable Housing Trust, to attend the next meeting to further discuss the viability of affordable housing on the 3.9 acres proposed for donation to the Trust.

Mr. Ron Dennis, 79 North Street, stated that he was pleased with the newest proposal. He asked if the all the trees on site would be clear cut for the lots. Mr. Antonellis noted that it wasn't necessarily so.

MOTION by Mr. Scully, **SECOND** by Mr. Hassinger to grant the Applicant's written request to continue the hearing to November 24, 2014 at 7:30 p.m. **MOTION** carried unanimously 5 to 0.

ADJOURNMENT

MOTION by Mr. Hassinger, **SECOND** by Mr. Scully to adjourn the meeting. **MOTION** carried unanimously 5 to 0.

The meeting was adjourned at 10:35 p.m.

Sargon Hanna, Clerk

EXHIBITS

- **Action Item 2A: Consider Decision – Project Plan Review - SunEdison, LLC (Applicant) – Tufts University / Cummings School of Veterinary Medicine / Trustees of Tufts College (Owner) – 2 MW Solar PV Array – East Campus Knoll Site**
 - Draft Decision, dated October 23, 2014; 8 pages.
 - Site Layout Plan, prepared by Fuss & O'Neill, dated August 8, 2014 and revised through October 6, 2014; black & white; 24" x 36" and 11" x 17"; 1 sheet.
 - Correspondence from Graves Engineering; Tufts University Site and Science Park Solar Projects - Project Plan, Hydrology and Stormwater Review; dated October 20, 2014; received October 21, 2014; 5 pages.
 - Email correspondence; Knoll Site – Tufts University, Revised Site Plan and Stormwater Report; received October 27, 2014; 3 pages.
 - Plan set prepared by Fuss & O'Neill; 11" x 17", black & white; dated October 21, 2014 and revised through October 24, 2014; 3 sheets as follows:
 - o LP-101 Site Layout Plan
 - o CP-102 Site Preparation Plan
 - o CS-102 Site Layout Plan
- **Action Item 2B: Request for Determination of Minor Modification to Special Permit SP 1999-6 and Site Plan Approval – New Cingular Wireless, LLC (Applicant) – Wyman Gordon Corporation (Owner) – Microwave Dish Upgrade – 244 Worcester Street**
 - Correspondence from Infinigy Engineering; AT&T Microwave Dish Upgrade @ 244 Worcester St; dated October 14, 2014; received October 15, 2014; 1 page.
 - Plan set; AT&T, Site Name: Grafton – Worcester Street, FA Number 10072323, NOVA ID: NER-MW-93505, 244 Worcester Street, Grafton, MA 01536; black & white, 11" x

17”’, prepared by Infinity Engineering; revised through October 7, 2014; includes the following sheets:

- T1 Title Sheet
- C1 General Notes
- C2 overall Site Plan
- C3 Platform Plan
- C4 Building Elevation
- C5 MW Dish Attachment Details
- C6 Radio Mount Detail
- E1 Electrical Details
- E2 Grounding Riser Diagram
- E3 Grounding Details
- E4 Grounding Details

- **Action Item 2C: Recommendation to the Board of Selectmen – Removal of Portion of Land from Chapter 61A – 43 Estabrook Avenue – Knowlton Farm Nominee Trust**

- Correspondence from Patricia Knowlton; Notice of Conversion of C. 61A Land – Portion of Map 49, Lot 1; dated September 29, 2014 and received September 30, 2014; 4 pages.
- Plan; 43 Estabrook Avenue Exhibit Plan; prepared by Meridian Associates; dated September 29, 2014 and received September 30, 2014; 11” x 17”, black & white; 1 sheet.
- Copy of memorandum from the Grafton Conservation Commission to the Grafton Board of Selectmen; Removal of portion of land from Chapter 61A – 43 Estabrook Road; dated and received October 15, 2014; 1 page.

- **Item 5: Minutes of Previous Meetings**

- Draft Meeting Minutes, October 6, 2014; 7 pages.
- Draft Meeting Minutes, October 20, 2014; 2 pages.

- **Item 6: Correspondence**

- Copy of letter from the Grafton Board of Selectmen to the District Highway Director; Letter of Support for Worcester Street Project Notification Form Submission; dated October 21, 2014; 1 page.
- Site Visit Report, Graves Engineering; Brookmeadow Village – to observe drainage system construction; 10/9/14; received October 20, 2014; 1 page.
- Site Visit Report, Graves Engineering; Cumberland Farms – 10/10/14 – to observe drainage system construction; received October 20, 2014; 1 page.
- Site Visit Report, Graves Engineering; Cumberland Farms – 10/17/14 – to observe drainage system construction; received October 20, 2014; 1 page.
- Site Visit Report, Graves Engineering; Cumberland Farms – 10/20/14 – to observe drainage system construction; received October 20, 2014; 1 page.

- **Public Hearing 10A: Scenic Road Permit (SRP 2014-1) – Michael J. Polsell (Applicant) – Keith Hill Properties (Owner) – Restoration of Stone Wall - 161-163 Keith Hill Road**

- Application for a Hearing Under the Scenic Road Bylaw SRP 2014-2; Michael J. Polsell; dated September 24, 2014; 1 page.

- Certificate of Good Standing, signed by the Treasurer / Collector's Office on September 15, 2014; 1 page.
- Certified abutters list signed by the Assessor's office on September 22, 2014; 1 page.
- Photograph of stone wall; 8 ½ x 11", black & white; no date; 1 page.
- Site Visit photos; Scenic Road Permit SRP 2014-2); dated October 2, 2014; 8 ½ x 11", color; 2 pages.
- **Public Hearing 10B: Scenic Road Permit (SRP 2014-2) – National Grid (Applicant) – Town of Grafton (Owner) – Multiple Locations**
 - Application for a Hearing Under the Scenic Road Bylaw, National Grid (Applicant); Multiple Locations; received October 3, 2014; 2 pages.
 - Public Hearing Notice – Grafton Planning Board; Scenic Road Permit (SRP 2014-2) National Grid (Applicant); received by the Town Clerk on October 3, 2014; 1 page.
- **Public Hearing 10C: Special Permit (SP 2014-9) – Borrego Solar, LLC (Applicant) – Cristy Pease (Owner) – Solar Farm – 79 Old Upton Road**
 - Correspondence from Borrego Solar; 79 Old Upton Road Solar Energy Generating Facility – Revised Site Plan; dated October 10, 2014; received October 14, 2014; 1 page.
 - Application for Special Permit prepared by Steve Long / Borrego Solar; received September 22, 2014; 1 page.
 - Application for Site Plan Approval prepared by Steve Long / Borrego Solar; received September 22, 2014; 1 page.
 - Special Permit Submission, 650 kW Solar Energy Generating Facility, 79 Old Upton Road; prepared and submitted by Borrego Solar on behalf of Cristy Pease; dated September 9, 2014; received September 22, 2014; includes the following:
 - Application for Special Permit prepared by Steve Long / Borrego Solar; 1 page.
 - Certified Abutters List signed by the Assessor's Office on September 8, 2014; 1 page.
 - Certificate of Good Standing; signed by the Treasurer / Collector's Office on September 9, 2014; 1 page.
 - Project Description, 3 pages.
 - Operations & Maintenance Manual – Annual Site Inspection Protocol; 2 pages.
 - Lighting Photo; color; 1 page.
 - Site Locus Map; 1 page.
 - Site Aerial Map; color; 1 page.
 - Plan set; 79 Old Upton Road, Grafton, MA – Special Permit Application – 650 kW DC STC Rated Solar Electric System; prepared by Borrego Solar, 11" x 17", black & white; dated September 8, 2014; includes the following:
 - T-1 Title Page
 - C-0.0 Civil Notes
 - C-1.0 Existing Conditions Plan
 - C-2.0 Layout and Materials Plan
 - C-3.0 Grading and Erosion Control Plan
 - C-4.0 Re-Vegetation Plan
 - C-5.0 Civil Details

- C-5.1 Reference Details

- Correspondence from Graves Engineering; 79 Old Upton Road Solar Energy Generating Facility Site – Site Plan, Hydrology and Stormwater Review; dated and received October 6, 2014; 4 pages.
- Project Review Memorandum, Conservation Commission, received September 23, 2014; 2 pages.
- Correspondence from Graves Engineering; 79 Old Upton Road Solar Energy Generating Facility Site – Site Plan, Hydrology and Stormwater Review; dated September 29, 2014, received September 30, 2014; 3 pages.
- Correspondence from the Fire Department; Special Permit [SP 2014-9] 79 Old Upton Road; dated and received October 8, 2014; 1 page.
- Notice of Public Hearing, Grafton Conservation Commission; Application for Stormwater Management Permit; received September 19, 2014; 1 page.
- Project Review Memorandum, Police Department, received October 27, 2014; 2 pages.
- Copy of Correspondence from the Grafton Conservation Commission to Steve Long of Borrego Solar; Request for Modification – Stormwater Bylaw Permit # 14-004 – 79 Old Upton Road; dated and received October 27, 2014; 1 page.
- Plan set; 79 Old Upton Road, Grafton, MA – Special Permit Application – 650 kW DC STC Rated Solar Electric System; prepared by Borrego Solar; 11" x 17", black & white; revised through October 9, 2014; includes the following:
 - T-1 Title Page
 - C-0.0 Civil Notes
 - C-1.0 Existing Conditions Plan
 - C-2.0 Layout and Materials Plan
 - C-3.0 Grading and Erosion Control Plan
 - C-4.0 Re-Vegetation Plan
 - C-5.0 Civil Details
 - C-5.1 Reference Details
- **Public Hearing 9D: Major Residential Special Permit (MRSP 2014-4) – “Grafton Hill” Subdivision – Westerly Side LLC (Applicant) – Westerly Side LLC, Rocky Road Realty Trust, Robert B. McInnis & Abby McInnis Trust, & Olive Simono (Owners) – continued from 9/22/14.**
 - Correspondence from Connorstone Engineering; Grafton Hill - Flexible Development Preliminary Subdivision Plans – North Street, Grafton, MA; dated October 9, 2014; 19 pages.
 - Plan set; Flexible Preliminary Plan at Grafton Hill; prepared by Connorstone Engineering; 11" x 17", black & white; revised through February 28, 2013; includes the following:
 - Sheet Index (1 sheet)
 - Topo / Utility Plan (6 sheets)
 - Road Profile (3 sheets)
 - Correspondence from Connorstone Engineering; Grafton Hill Flexible Subdivision; dated and received October 23, 2014; 3 pages.

- Plan Set; prepared by Connorstone Engineering; received October 23, 2014; 11" x 17" and 24" x 36", black & white; consisting of the following:
 - o Proposed Open Space Usage "B"; not dated; 1 sheet.
 - o Intersection Exhibit Plan at Grafton Hill; revised through October 3, 2014; 1 sheet.
 - o Sketch Plan-5 at Grafton Hill; revised through October 6, 2014; 1 sheet.

